

# Welcome to Singapore



## Information Packet

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# LOCAL COMMAND WEB SITES

Now that you're here in Singapore, don't forget about the command web sites that can still provide you with great information!

COMLOG WESTPAC [www.clwp.navy.mil](http://www.clwp.navy.mil)  
497<sup>th</sup> Combat Training Squadron [www.sing.af.mil](http://www.sing.af.mil)  
Navy Regional Contracting Center [www.nrccsg.navy.mil](http://www.nrccsg.navy.mil)

## TEMPORARY LODGING AND HOUSING

**TEMPORARY LODGING:** As a new member to community, you will be staying in temporary lodging run by the U.S. Air Force. The lodging office, called the Sling Inn, is located at 247 Bermuda Road and is open 24 hours a day. The Sling Inn has some of the bare necessities (like toothpaste or laundry soap) for sale. You can also check out videotape movies for free from the Sling Inn. Maid service is provided while you are in temporary lodging, and each unit has access to a washer and dryer.

There is no lodging fee for space required or official travelers (which you are as incoming personnel). The space available guest rate is US \$40.00 per bedroom. Payment is strictly on a cash basis; no credit cards or personal checks will be accepted.

How long you remain in temporary lodging is a factor of when your permanent housing will be ready. The stay can vary from two weeks to more than six months (worst case, but it has happened) and is largely determined by the time of year you arrive.

No pets are allowed in temporary lodging, and if you remain there past the time your pet is ready to come out of quarantine, you will have to make other arrangements for the pet until you move into permanent housing (motivation to make friends quickly!)

**PERMANENT HOUSING:** Your permanent housing assignment is made by the Housing Board based on your rank and number of family members who will reside in Singapore. Typically, you will be assigned a unit before you arrive. As other families move out, housing units are repaired, cleaned, and painted for new families. Additionally, the landlord is now putting on new roofs, and replacing doors, windows, and driveways. Your command sponsor and your housing representative can help you find out when your unit may be ready. To check on your express and household goods shipments and to arrange for their delivery, call 750-2523. You may want to have your express shipment delivered while you are still in temporary lodging to provide a few of the comforts of home as soon as possible.

The Air Force also manages the permanent housing, and if you have questions, call the Housing Office at 755-4793. This office is co-located with the Lodging Office at the Sling Inn on Bermuda Road.

# OPERATING HOURS OF AREA FACILITIES

## **EAGLE CLUB:**

755-1556/353-1 Pakistan Rd.

Cash Cage, Lounge, Slots and Game Room

Tues – Thu 1700-2200

Fri – Sat 1700-0100

Sun-Mon Closed

Main Street Café, 755-1476

Mon – Fri 0800-1400 & 1700-2100

Saturdays & Holidays 0800-1400 & 1700-2200

Sunday Brunch 0900-1400

University of Maryland Computer Lab

Mon-Sun 1300-2200 unless class is scheduled

## **TERROR CLUB**

759-3691/4

Restaurant/Bar

Mon, Tue, Sun 1100-2000

Wed – Thu 1100-2200

Fri – Sat 1100-2400

### **Fleet in Port:**

Mon – Sun 0900-0200 (all services)

Mon – Sun 0900-2200 Swimming Pool

Mon – Sun 1000-2000 Game Room

Mon – Sun 0630-2200 Courts

Mon – Sun 0800-2200 Outdoor Sports Field

## **NAVY EXCHANGE**

Located in Building 7-4 (750-2407/8)

Mon, Tue, Wed, Fri, Sat 0930-1730

Thurs 0930-1930

Open on Sunday when fleet in port

## **FLEET POST OFFICE**

Located in Building 7-4 (750-2570/1)

Mon, Tue, Thu, Fri 0900-1700

Wed 1000-1700

Sat 1000-1200

## **FLEET GYM**

Near Building 7-4

Basketball and Nautilus – 0645-2100 (Mon-Sun)

Racquetball Courts 0900-2100 (Mon-Sun)

Indoor Tennis Courts, 0900-2100 (Mon-Sun)

Aerobic Workout Rooms, 0900-2100 (Mon-Sun)

## **EAGLES' NEST FITNESS CENTER**

754-4126/487-2 Pakistan Rd.

Open 7 days a week 0600-2200

## **ONE DEGREE NORTH & INTERNET CAFE**

Located behind Fleet Gym

Mon – Sun 0900-1630 (Fleet in port)

*Open on Request – 759-3619*

## **EAGLES' NEST YOUTH/TEEN CENTER**

754-4129/487-2 Pakistan Rd

*During School*

YOUTH:

Mon – Thu 1500-1730

Fri 1500-1830

Sat 1200-1700

Sun 1200-1500

TEENS:

Mon – Thu 1730-2000

Fri 1830-2200

Sat 1700-2200

Sun 1500-1800

*During School Vacation open 7 days a week  
1000-2200*

## **LIBRARY**

754-4129/487-2 Pakistan Rd

Mon – Sat 1600-2000

Sun 1200-1800

## **SLING INN, LODGING OFFICE**

257-0256/247 Bermuda Rd

Open 24 hours a day, 7 days a week

# MEDICAL AND DENTAL CARE

## MEDICAL

A Medical Aid Station (R on the map) is available for military personnel and family members. It is staffed by a Navy dentist, two USAF Independent Duty Medical Technicians, an Aerospace Medical Technician, a Navy Independent Duty Corpsman, two Dental Technicians, a Family Advocacy Nurse, and a Tricare Health Benefits Advisor. A local doctor is available 4 hours a day, Monday - Friday for routine appointments. The Medical Aid Station, or MAS, coordinates all routine medical care.

Address: 477-1 Durban Road

Sembawang, Singapore 759641

Hours of operation are Monday through Friday 0800-1700

For an appointment call 257-4233.

There is no major U.S. military medical facility in Singapore. However, excellent commercial facilities are well equipped and staffed with qualified physicians. Referrals to specialists are obtained through the local contract doctor at the MAS.

For emergency care, call 995 for an ambulance if needed or go to the closest Accident and Emergency (A&E) room.

**SACAC:** Broad based counseling services, community programs, workshops, and organized sports for children and adolescents are available through Singapore American Community Action Council (SACAC). Membership to SACAC is free to the military. Membership is not automatic; you must register yourself and your family to participate in SACAC programs. Contact the SACAC office at 65-733-9249, or fax 65-733-9321.

Office hours are 0800 to 1700 hours, Monday through Friday. SACAC offices are at the American Club or at Singapore American School, NOT in Sembawang. Please call 257-9289 or 257-8748 for any questions you may have or if a need arises for our services.

## DENTAL

The mission at this clinic is to provide you and your family members with the utmost in quality, efficient, and comfortable services possible. The Dental Clinic is located in the Medical Aid Station at 477-1 Durban Rd.

For an appointment call 257-7240.

Hours of operation are 0715-1630 Monday through Friday, but a dentist is on call 24 hours when not on travel. Evening hours during the school year are 1700-2030, first and third Thursday of each month.

**Services provided** : Oral Diagnosis; Preventive Services (Sealants, Cleanings, Fluoride Treatments and Dietary Counseling); Esthetic Dentistry (Bonding and Bleaching); Operative Dentistry (Fillings); Pediatric Dentistry, Periodontics (Treatment of Gums,

Bone, and Supportive Tissues); Endodontics (Root Canals); Oral Surgery, Prosthodontics (On limited basis: Crowns, Bridges and Removable Dentures); A volunteer Registered Dental Hygienist is available on a limited basis.

**Orthodontics Services:** Orthodontics is available through local U.S. trained practitioners. A portion of the fees is now reimbursable by Tricare. An Orthodontic Referral Information Sheet may be picked up at the Dental Clinic.

# WHERE TO EAT AND SHOP FOR FOOD

There are a number of places to eat with your family relatively near the temporary lodging area. Some are within walking distance, but others require a bit of transport. If you have questions about buses or taxis, refer to the “Getting Around” sheet. Provided here is just a quick look at what’s closest and easiest to get to...some local flavor as well as some tastes of home. **Letters in parentheses next to a restaurant or bus stop refers to their placement on the map provided in the package.**

**Military Clubs:** The **Eagle Club (L)** and the **Terror Club (E)** both have dining rooms and are within walking distance of the Temporary Lodging area. You are likely located near the Sling Inn (F on the map), or possibly in the additional lodging area on Durban Road (across from R on the map). The Eagle Club is on Pakistan Road and its dining room, The Main Street Café, is open Mon. – Sat. from 8 a.m. to 9 p.m. (except between 2 and 5 p.m.). On Sundays, Brunch is from 9 a.m. to 2 p.m. The Terror Club serves lunch and dinner from 11 a.m. to 10 p.m. When ships are in port, its hours are extended, and its menu changes slightly.

**Fast Food:** If you’re not ready to give up on the “Made in the USA” food yet, several options are available. At Sembawang Shopping Centre (N), you can find a **Pizza Hut**. Most people find this a bit too far to walk, but the nearest bus stop to the Sling Inn can be found on Canberra Rd. (I). For 70 cents Singapore, you can take a quick ride there on #856 or #864. You can also find a **McDonald’s** on the right hand side not too much further down Sembawang Road past the Shopping Centre. It’s not on the map provided.

A new mall, Sun Plaza, is within walking distance down Canberra Road, and has a **McDonalds**.

Alternatively, you can take a bus to Northpoint, what used to be the nearest mall, which has **McDonald’s**, **KFC**, **Swensons**, and **Burger King** (in the movie building). If you use the bus stop on Canberra, you must take a #856 bus to get to the mall. If you are at the bus stop near the Terror Club (G), you need to take #169 to get to Northpoint. These buses should cost 70 cents Singapore for an air conditioned ride.

**Local Fare:** Eating in Singapore can be a great cultural experience. The multi-ethnic diversity of this small country is well preserved through its dining establishments. One of the most popular ways to eat here is at **Hawker Stall Centres**. These eateries are a Singapore tradition. In times gone by, stalls were set up on street corners selling food to people walking by. The hawkers are now preserved in "centres" to ensure fair pricing, competition, regulation and cleanliness. Chinese, Indian and Malay are the most popular types of stalls. Water out of the tap is safe to drink. Hawker centers provide a local flavor for an inexpensive price. The hawker stalls are inspected frequently by the Ministry of Health, and their grade (A, B, or C) should be posted on the stall.

There are many different Hawker Stall Centres around Singapore, and you will soon discover your favorite. For starters, is the air-conditioned food court in the basement of the Sembawang Shopping Centre (N). The “Taste of Thailand” at the back

of the food court there is particularly popular with our community. The food center at basement 2 of Northpoint boasts a Siang Thai and Banana Leaf that are favorites. Sun Plaza also has a hawker center. All of these places can be reached easily by bus from the Canberra bus stop (I) or Sembawang Road bus stop.

In addition to Hawker Stalls, Singapore is known for its excellent seafood. The nearby Yishun Seafood Restaurant (P) provides a good seafood selection.

Remember these suggestions are just to get you started and are chosen for their easy accessibility to you. Singapore has many, many great restaurants offering every cuisine imaginable. Start exploring and ask around for favorites.

**Grocery Shopping:** Nothing makes you feel at home as much as getting back to the routine of eating in. The Navy Exchange in **Building 7-4 (B)** has a number of food items (including some frozen and refrigerated products) and drinks.

For produce, you'll have to visit a local grocery store nearby. At the Sembawang MRT station off Canberra is a NTUC grocery store, which is fairly small but has an adequate selection. The Sembawang Shopping Centre (N) has a Shop & Save in the basement. This is a larger store than NTUC and has a decent produce selection. The best grocery store close to us is Cold Storage at Northpoint Mall. It has a wide selection of produce and is similar to a stateside grocery store. See descriptions above for how to get to Northpoint by bus. Alternatively, Causeway Point has a very large Cold Storage, and can be accessed by taking bus #169 the opposite direction (west) from Northpoint.

When you can't find what you're looking for at one of these nearby grocery stores, you have to venture downtown to one several stores catering to expatriates. The **Tanglin Shopping Mall** has an excellent grocery store in the basement, and **Jason's** in Orchard Towers is similar to a gourmet grocery in the States. It's easier to shop at these stores if you have a car (or a friend with a car), but some people take the MRT or a taxi for these special shopping trips. Additional stores like **Liberty Market** at Plaza Singapura (near Dhoby Ghaut MRT), and **Cold Storage Gourmet** near Holland Village pride themselves on carrying American products.

# PET QUARANTINE

Now that you've gotten your pet into the country, you, or your sponsor, need to be at the Changi Airport Animal and Plant Quarantine Unit at 9 a.m. on the morning after your arrival (you will probably get here at midnight) to pay for your pet before it can go on the 10 a.m. transport to the Jurong quarantine station. Take your passport, import license, health certificate and any special food your pet may need. (They feed Science Diet at quarantine, but will also feed other food if you desire.) You will also need to pay a S\$15 tax before your pet can leave the Cargo Terminal.

Once you have processed your pet through the Changi Quarantine Unit, you will need to go to the Pet Hotel Quarantine Station in Jurong to pay your quarantine fees. Fees must be paid on admission of the animal to quarantine. Credit cards may not be used to pay the bill – only cash and checks on Singapore banks are accepted. This package includes a list of fees. Along with whatever quarantine space you contract for, all pets are charged for the transport from the airport (S\$70) and a rabies vaccination (S\$65). You may want to send your sponsor a check for the cost of the entire process and have them exchange it for Singapore dollars prior to your arrival so that you do not have to worry about money exchanges on your first morning in Singapore.

## How To Visit Your Pet at Quarantine

Cost from Sembawang is about \$15 each way by taxi and takes 30+ min. Not all taxi drivers know where to take you. The address is 53 Jalan Buroh and Buroh Lane enters the quarantine station. Advise the taxi driver that the location is directly opposite Fishery Port Road in Jurong Town.

You can get to quarantine by bus/MRT/bus. It takes about 45 min - 1 hr each way and costs about S\$9 round trip. If you are traveling alone, it makes sense. With small kids, it would probably be best to taxi.

You may also drive out to quarantine. It will take about 45 minutes and is not **too** complicated. It may, however, be further than you want to drive if you are new to driving on the left side.

Owners may visit their pets between 2:00 p.m. and 4:00 p.m. on Monday through Saturday. There is no visitation allowed on Sundays or public holidays. Dogs and cats are **not** allowed to be taken out of their kennel or cattery.

## **To get there by public transport:**

Ask your sponsor to explain to you how the Mass Rapid Transit (MRT) system works. The system is clean, easy and fast - and remember, everything is in English! Don't forget to stick your arm out so that the bus driver knows you want him to stop.



Go down to Canberra Road, turn left and walk to the Sembawang MRT station (or take the 167 bus from Canberra Road). Fare should be only 70 cents if you choose the bus. Once inside the MRT station, read the signs on the wall and purchase a ticket from the machine to take you to Jurong East (W9). Go up the escalator and take the MRT towards Woodlands and Jurong East. Get off at Jurong East and take the bus as directed below.

At Jurong East catch the #79 bus. The MRT stations is also the bus interchange and the bus waiting areas are clearly marked. Board the #79 bus and pay 90 cents. Ride until you go over a bridge over water with lots of boats and shipping containers. You will be on Jalan Buroh. Push the button and get off at the next bus stop. Or, count the stops and get off at the ninth bus stop. Cross the street and go right. A few hundred feet down you will come to Buroh Lane. Go into Buroh Lane and look for the Quarantine Station on the left-hand side. Take identification and be prepared to sign in and out at the guard gate.

To return from quarantine: Catch the #79 bus on the quarantine side of the street. Pay 90 cents and ride it to the termination point (Jurong East MRT station). Catch the Marina MRT to the Sembawang stop and then catch the bus home.

#### **POINTS OF CONTACT**

Contact web site is [www.petmovers.com.sg](http://www.petmovers.com.sg)

Quarantine Station phone number (65) 266-0939

For more personal questions or additional inquiries you can contact. [lee@petmovers.com.sg](mailto:lee@petmovers.com.sg)

For Singapore law and other information, use [www.gov.sg/mnd/ppd/cawc/](http://www.gov.sg/mnd/ppd/cawc/)

City Veterinary Centre (CVC): 25 Peck Seah Street, Tel (65) 227-0670; Fax (65) 227-6305.

Changi Animal and Plant Quarantine (CAPQ): Change Airport Cargo Complex, Tel (65) 545-7522/3; Fax (65) 545-3023.

# GETTING AROUND

**TAXIS:** Taxis are inexpensive and a suitable alternative to owning your own vehicle. Taxis can be hailed on the streets, or hired at taxi stands usually located at shopping centers and MRT stations. There are extra fees charged when a taxi is hired from the airport, booked in advance, and hired during peak hours. The largest extra fee is when a taxi is hired after midnight, the fare will be 1 and ½ the normal fare. To book a taxi by phone here are some cab company numbers:

City Cab 552-2222    Comfort Transport 552-1111    TIBS Taxi 482-3888

Note: If there is a red sign (“on-call” or a neighborhood indicating where he lives) in the window, the taxi driver can refuse to take you to your destination. Without this sign, he is obligated to take you, and if he refuses, make a show of noting his taxi number. If that doesn’t change his mind, taxi companies are happy to take reports of unhelpful cabbies.

**BUS:** To ride the bus you must catch one at a bus stop. Bus stops are along most roads in Singapore and are painted orange and white. You must have exact change for the bus, and only coins are accepted. You may purchase, or add to, a Transitlink Farecard at Transitlink sales offices at selected MRT stations. The farecard works on a stored-value system where the price of the bus fare is deducted from the card each time it is used. The closest MRT stop at which you can buy a Transitlink Farecard is the Yishun stop across from Northpoint Mall. A Transitlink Farecard costs S\$2 and the minimum amount to put on it the first time is S\$10. Once you have the farecard, you can add to it at the Sembawang MRT stop using a cashcard machine, or any MRT station using cash. In order to fully utilize the MRT and Bus system, you may wish to purchase a Transitlink Guide to assist you when using public transportation. It costs S\$1.50, and is available wherever farecards are sold

**MRT:** MRT stands for Mass Rapid Transit system. The “train” system is very reliable and easy to use. You may use the same farecard for the bus and the MRT. A separate farecard may be purchased for one way trips, if desired. The closest MRT station to our community is the Sembawang station on Canberra Rd. Yishun MRT is also accessible by bus (#169 heading generally east) or taxi and is located at Northpoint Shopping center. If you are heading west on the island, taking #169 to Woodlands MRT is also convenient.

**BICYCLES:** Bicycles are a popular mode of transportation. A wide variety of bicycles are available throughout Singapore and the military community. All military personnel, DOD civilians and their family members who cycle in Singapore must comply with USCINCPACREPSNINST 5100.2, Bicycle Safety Policy. All bicycles must be registered and inspected for safety defects. Additionally, it is mandatory to wear a helmet when cycling. For specific details, consult the bicycle safety policy. If you do not own a bike and desire to purchase one after you arrive, the nearest shop/dealer, “Cheap John’s” (O on the map provided), is located near the Sembawang Shopping Center, and they will pick up/deliver bikes that need repairs or deliver your new bike to you.

# GETTING A CAR

1. Before entering into negotiations with the seller of a vehicle, you must speak to program manager for Certificate of Entitlement (COE) exemptions, to verify availability of a COE for your vehicle. Do NOT buy a car without ensuring that a COE is available.
2. To verify a COE is available, **YOU MUST SEE** the USAF 497<sup>th</sup> – Chief, Security Forces. This individual will explain the process of acquiring your vehicle. All personnel (not just Air Force) must check with this individual.
3. There are individuals offering their services to transfer ownership of vehicles for a service charge ranging from SGD\$100-\$250. You may chose to use their services for your convenience or you can simply follow the directions given, to accomplish it yourself.

***Prior to any transfers or registration you must have auto insurance. Insurance companies can be found in the local telephone directory. Insurance payment will be required in Singapore dollars***

## **Transferring a Certificate of Entitlement (COE)**

1. Go to Singapore Customs and Excise office located at 55 Newton Road (Revenue House) and collect three copies of the C & E Form 41. There's a covered parking. If you take the MRT, get off at Novena MRT Station and walk across the street, Proceed to the 2<sup>nd</sup> floor. Go to the office located to the left of the small convenience store.
2. Return home. Collect the *Services Exemption – Motor Vehicles* form and the *Application for Exemption from Payment of Registration Fee and Additional Registration Fee and the Requirement of the Certificate of Entitlement* form from the USAF 497<sup>th</sup> Information Manager. He will also provide an example of the C&E Form 41. Fill out these three forms including all three copies of the C&E form you received from the Customs and Excise office.
3. Return the forms to the USAF 497<sup>th</sup> Information Manager who will make copies and get the required signatures from the USCINCPAC Representative.
4. Once you have the signed forms, return to the Customs and Excise Office at 55 Newton Rd. Arriving early in the day is highly recommended. Processing of the transfer should now take about 45 minutes. You can pass the time in the cafeteria.

## **Registering Ownership of Your Vehicle**

1. Proceed to the Land Transport Authority (Registry of Vehicles) office located on Sin Ming Drive off Upper Thomson Road. There's a parking lot across the street from the office. Take along your parking coupons. If you're traveling by taxi, instruct the driver to take you to the ROV (Registry of Vehicles) on Sin Ming Drive. All taxi drivers know where the office is located.
2. Take the stairs to the 2<sup>nd</sup> floor and turn right, take a number and be seated.
3. Take your COE transfer, insurance, former owner's registration card, former owner's passport, your passport and the transfer fee.
4. The clerk may direct you to the 4<sup>th</sup> floor to apply for an exemption of transfer fees. Forget it. U.S. Armed Forces currently are not exempt from paying these fees. Expect to pay approximately SGD\$500-\$1000 in cash (local currency) or by check (check must be drawn on a local bank).
5. Pay the transfer fee and receive your new registration card.
6. Congratulations! Mission accomplished. You are now the registered owner.

**NOTE: THE PREVIOUS OWNER OF THE VEHICLE NEED NOT BE PRESENT, BUT YOU WILL NEED HIS/HER PASSPORT WITH YOU.**

### **Getting a Driver's License**

Your stateside or International driver's license is only good for 1 year in Singapore. Past that, you must have a Singapore driver's license. In order to get one, you must register in person to take a Basic Theory Driver's test. You will need to take your passport, ID, and current stateside license with at LEAST 6 months remaining before expiry. You will be scheduled for the test up two months later at which time you must return to the testing center. You may contact one of the following places for more details:

Traffic Police Headquarters  
Maxwell Road  
Tel: 420-4105

Singapore Safety Driving Centre  
No 3 Ang Mo Kio Street 62  
Tel: 482-6060

Bukit Batok Driving Centre Ltd  
815 Bukit Batok West Ave 5  
Tel: 561-1233

Comfort Driving Centre  
Ubi Avenue 4  
Tel: 747-8271

No Singapore license is needed when operating a government owned/leased vehicle. All military personnel assigned to Singapore are required to attend a command-specific local driver's safety course. This is mandatory for the active duty member and is highly recommended for the spouse. The command course will also assist you in passing the Singaporean drivers' test.

# **HIRING DOMESTIC HELP**

## **DO I NEED ASSISTANCE?**

Currently, there is no child care available within the U.S. military community in Singapore, and most teenagers do not baby-sit since their time is very limited because of studying. Right now there is not a babysitting co-op in our community.

## **HOW MUCH PER MONTH WILL THIS COST?**

The Singaporean government requires each person who hires a foreign worker to pay a monthly levy. The current monthly levy for a domestic foreign worker is S\$345.00. On top of this you will need to pay your employee a monthly salary. The best way to determine what you should pay your employee each month is to ask the employment agency you are using what their recommendation is or to simply ask what other people in the neighborhood pay.

## **WHERE DO THE CHILD CARE PROVIDERS COME FROM?**

The employees come from all over Asia, but most frequently from the Philippines. Generally they do not have formal education in child care or early development.

## **HOW DO I BEGIN THE SEARCH FOR A CHILD CARE PROVIDER?**

Upon arrival you should ask around to see if any of the families departing are attempting to find placement for their currently employed individual. If you chose to use an employment agency you and the employee will receive a three-month trial period to see if it's going to work out. You should interview all the employees you are considering hiring. Make sure to be thorough when interviewing. Some families have had the perspective employee cook a meal or read a book during the interview. Check all references and speak with the current and past employers.

## **HOW TO HIRE A CHILD CARE PROVIDER WITH THE LEAST AMOUNT OF HASSLE.**

If you choose to hire a child care provider but don't have a lot of spare time to drive downtown and file the paperwork with the Ministry of Manpower (formerly the Ministry of Labour) then look under EMPLOYMENT AGENCIES in the yellow pages of your phone book and pick an agency to file all the paperwork for you. You can also look in the classified ads in the newspaper under DOMESTIC HELP AVAILABLE, or ask around in the neighborhood and see what employment agencies other people have used.

## **HOW MUCH WILL IT COST?**

If you choose to use an agency it should cost *roughly* around S\$600 for a transfer and S\$900 plus airfare to bring a new employee into Singapore. As with many financial transactions in Singapore the price is negotiable and you most likely will be quoted a much higher price.

### **HOW LONG WILL IT TAKE?**

It is hard to give an exact time period for this process as this all depends on when the **employee** will be available for transfer. A child care provider may want to go back to her own country and spend time with her family before she takes a new job. Let the agency know what your timeline is and they will work around it, but don't be surprised if it takes up to 30 days.

### **WHAT WILL THE AGENCY NEED FROM ME?**

The agency will need some personal information about you and your family and anyone residing at your residence. They will also need from you some documents so that they will be able to file the paperwork with the Ministry of Manpower. If you have found your own child care provider then this is the information you would give to the agency.

### **INFORMATION YOU WILL NEED TO PROVIDE TO THE AGENCY**

About the prospective employee:

- Full name as on passport
- Marital status
- Religion
- Passport number and expiration date
- Highest academic level attained & certificate obtained
- Date of birth
- Sex
- Race
- Place of birth
- Citizenship

About you:

- Your own and your spouse's passport numbers and place of issue
- Address including postal code
- Type of residence (bungalow, duplex, HDB, etc.)
- Your own and your spouse's residential status
- Your own and your spouse's occupation and the company you work for
- Telephone number and address of you and your spouse's employer
- The name, age, birth date, relationship with, and passport number of all people residing at your same address
- The name of your local Singaporean bank
- The address and branch name of your local Singaporean bank
- Bank account holders name and account number

### **DOCUMENTS YOU WILL NEED TO PROVIDE THE AGENCY**

- Employee's passport or copy of her passport if she is not in country
- 1 passport photo of employee and glue (this may not be necessary in the future)
- Your passport
- Your spouse's passport

Copies of passports of all people residing at your residence (including children)  
Certified copies of sponsor's Leave and Earnings statement for the past three months  
A letter from sponsor's command stating that the sponsor and spouse are exempt from paying Singapore tax (ask your Admin.dept.)

If an agency is finding you an employee and filing the paperwork, then they would get all of the information on the employee and you would only need to provide the information on you and your family and anyone residing at your residence. Also, in addition to what's listed above some agencies may ask for a copy of your children's birth certificate(s).

### **WHAT ARE THE STEPS FOR FILING MYSELF?**

The Ministry of Manpower is located at 18 Havelock Road. You must go in person to file. You can get the application form and a queue number on the second floor at window #2(queue numbers). Complete the application form and wait for your number to be "called" at windows 6-14 in the large room on the second floor. To do this in one trip you must be prepared to fill out the application form and have all necessary supporting documents.

### **INFORMATION NEEDED TO FILL OUT APPLICATION**

About the prospective employee:

Full name as on passport  
Marital status  
Religion  
Passport number and expiration date  
Highest academic level attained & certificate obtained  
Date of birth  
Sex  
Race  
Place of birth  
Citizenship

About you:

You and your spouse's passport numbers and place of issue  
Address including postal code  
Type of residence (bungalow, duplex, etc.)  
You and your spouse's residential status  
You and your spouse's occupation and the company you work for  
Telephone number and address of you and your spouse's employer  
Name, age, birth date, relationship with, and passport number of all people residing at your same address  
Address and branch name of your local Singaporean bank  
Bank account holders name and account number

## **SUPPORTING DOCUMENTS TO BRING**

**Employee's passport or copy of her passport if she is not in country**

1 passport photo of employee and glue (this may not be necessary in the future)

Your passport

Sponsor's passport

Certified copies of sponsor's Leave and Earnings statement for the past three months

A letter from sponsor's command stating that the sponsor and spouse are exempt from paying Singapore tax

## **GETTING A BOND?**

Once you have filed, it will take about one week to receive the approval letter in the mail from the Ministry of Manpower. After receiving the approval letter, you can get your security bond with banker's/insurance guarantee for S\$5,000.00 and employee insurance by looking under INSURANCE in the yellow pages of the phone book and selecting an agency to prepare the bond. While you're on the phone, ask how long it will take to prepare your bond once you have filled out their simple form. If the answer is **more than an hour, hang-up the phone immediately and find another agency to prepare the bond**. When you go to get your bond you will need to have with you the following documentation:

Original approval letter from the Ministry of Manpower

Your passport

Your military ID card

A letter from sponsor's command stating that the sponsor and spouse are exempt from paying Singapore tax

A certified copy of sponsor's Leave and Earnings statement for the past three months

If you are doing a transfer, then the issuer will give you a copy of the bond with the banker's/insurance guarantee. If you are bringing a new employee into Singapore then the issuer will send it to the Ministry of Manpower electronically. Then in five working days you will receive a "green" paper from the Ministry of Manpower stating that they have received your bond documents.

## **HOW MUCH DOES A BOND COST?**

The bond with the banker's/insurance guarantee for S\$5000.00 and employee's insurance together in a package deal can cost as little as S\$90.00 or as much as S\$250.00, so it is best to check prices or ask the people in the neighborhood who they used.



## **TRANSFERRING OF AN EMPLOYEE**

Go back to the Ministry of Manpower on the date that is stated on the approval letter and get a queue number on the second floor at window #2 and proceed to the window the clerk tells you to go to and wait for your number to be “called.” In order for the transfer to go through, you must bring the following documents already completed with you:

- Original approval letter
- Bond with the banker’s/insurance guarantee
- Blue bond form with an S\$10.00 stamp (obtained from post office)
- 2 passport photos of employee
- Form 12B signed by employee (sent with approval letter)
- Pink condition of work permit signed by employee (sent with approval letter)
- Your passport

In order for this to go through, the previous employer must have already canceled the employee’s work permit and handed over her passport, so that both the passport and the new worker’s permit can be given to you. Once you have finished this process, you are done.

## **WHEN CAN I BRING MY EMPLOYEE TO SINGAPORE?**

Once you have received your “green” paper from the Ministry of Manpower you may arrange for your employee to come to Singapore. When you pick your employee up at the airport, you must have the following documents with you or immigration will not let your maid into Singapore:

- “Green” letter
- Original approval letter

To be safe bring every piece of paper related to getting your employee and your passport and the passport of any person going with you to the airport.

## **HOW DOES MY EMPLOYEE GET A WORK PERMIT?**

Once your employee arrives in Singapore, she has 14 days to take the medical documents, that you received along with the original approval letter to a doctor and get a physical done, and then apply for a work permit. **Don’t wait until the last day to get the medical portion done because it could take up to four days to get the entire test results back!** Once you’ve done this go back to the Ministry of Manpower and get a queue number on the second floor at window #2 and proceed to the window the clerk tells you to go to and wait for your number to be “called.” You will need to have the following documents completed and with you:

- Original approval
- Bond with banker’s/insurance guarantee
- Blue bond form with S\$10.00 stamp (obtained at post office)
- Medical documents
- Form 12B signed by employee (sent with approval letter)
- Condition of work permit signed by employee (sent with approval letter)
- Employee’s passport and 2 passport photos of maid
- Your passport

## **SO WHAT IS THE EXTRA PAPERWORK NEEDED FOR AN EMPLOYEE FROM THE PHILIPPINES?**

In view of some past differences the Philippine Government has had with the Singaporean Government on the safety of Filipino employees, the Philippine Government has issued a new requirement that all Filipino maids must have a S\$2000 bond held by the Philippine Government, a signed contract with the employer, the employee and the Philippine Government and proper insurance. For maids currently in Singapore the law will take effect when their passports expire or should they leave Singapore then upon reentry. All Filipino employees who are issued a new passport and want to work in Singapore will be required by law to abide by the new rule.

What this means for you is that in addition to the paperwork required by the Singaporean Government, you will also be required to file paperwork with the Philippine Government. If you are transferring a employee, this requirement may or may not affect you depending on the expiration date of your maid's passport. If you are bringing a new employee from the Philippines into Singapore, you will now have to contact the Philippine Embassy by phone at 737-3977 or in person at 18 Nassim Road and get a list of authorized agencies. The agent does all of the filing of the paperwork, as you are not given the option of filing yourself and the Philippine Government will not accept paperwork from any agency that is not on its list.

**You are in no way obligated to use a Philippine accredited agency to file your paperwork with the Singaporean Government.** You still have all of the options available to you as described above, you can hire an agency to do the Singaporean paperwork, or do it yourself, or use the Philippine accredited agency to do all of the paperwork for you.

## **WOW, THIS ALL SOUNDS VERY COSTLY!**

Yes, it can be. Right now there are 78 accredited agencies. It is best to check the prices of as many as you can because it could make a huge difference. Be able to tell them exactly what you want so you get the correct price. *Roughly* though it should cost between S\$400 and S\$500 for reissuing the employee's passport and securing the bond and insurance and preparing the contract.

## **IS THERE ANYTHING ELSE I NEED TO KNOW?**

- \*If you drive to the Ministry of Manpower you have a CBD pass since it is in the restricted zone. Also, make sure that you have parking coupons.
- \*If you go between 8:00am and 9:30 a.m., you probably won't wait more than a couple of minutes, but if you go after 10:00 a.m., you could wait an hour or more.
- \*It is mandatory to pay the levy through the "Giro" system, which automatically deducts the fee from your Singapore bank account.
- \*The Ministry of Manpower has a home page on the net at <http://www.gov.sg/mol/wpdpd.html>; however, not all of the information applies to us as we do not pay Singaporean taxes and that makes us a special case. It is a good place for getting to know what you're going to have to do without following the specific details. Because we do not pay Singaporean taxes we can not file through the home page.

# EDUCATIONAL OPPORTUNITIES

## ELEMENTARY AND SECONDARY SCHOOLS

SINGAPORE AMERICAN SCHOOL (SAS) ([www.sas.edu.sg](http://www.sas.edu.sg)) is the primary DoD certified school for all sponsored children residing in Singapore. It may be one of the best schools your child ever attends. SAS is an international, independent, co-educational day school located in Woodlands (about 15 minutes from the Sembawang Place) The campus, which opened in August 1997, features modern, fully air-conditioned classrooms. Additional facilities include a swimming pool, gymnasium, fine arts center and large athletic fields. More than 40 nationalities are represented in the student body. The school year generally begins in August. *Registration is a lengthy process, with interviews, orientation and paperwork lasting at least a week.* Children who are just entering school must reach their 5<sup>th</sup> birthday prior to the 1<sup>st</sup> of September to be eligible for enrollment in kindergarten. SAS's curriculum is American based and the school is fully accredited by the Western Association of Schools and Colleges (WASC). SAS is also an official Assisted Overseas School organization under the auspices of the Office of Overseas Schools, U.S. State Department. The student to teacher ratio is about 15 to 1. Over 95 percent of all SAS graduates continue their education and attend universities in the United States or other countries. There are also five alternatives for DoD sponsored children living in Singapore.

OVERSEAS FAMILY SCHOOL ([www ofs.edu.sg](http://www ofs.edu.sg)) provides an international education in English for overseas families with classes from grades kindergarten through 12<sup>th</sup>. The faculty is made up of teachers mostly from the U.S. and the U.K. OFS offers English as a second language (ESL) assistance. High School level students prepare for either GCSE exams or an American High School Diploma. OFS is accredited by the WASC.

CANADIAN INTERNATIONAL SCHOOL ([www.cis.edu.sg](http://www.cis.edu.sg)) is fully accredited by the Ministry of Education and Training in Ontario, Canada and caters to students age four (junior kindergarten) up to age 18. Graduating Secondary school students are awarded the Ontario Secondary Diploma. Certified Canadian teachers provide instruction.

DOVER COURT PREPARATORY SCHOOL CENTER FOR SPECIAL EDUCATION ([www.dovercourt.edu.sg](http://www.dovercourt.edu.sg)) is located near Holland Village (close to downtown) has a campus where students are integrated into life of the main school whenever possible. The center is staffed with teachers and therapists trained to work with children who are handicapped or have special educational needs. The school employs a full-time psychologist and a speech therapist.

HORIZONS SCHOOL FOR SPECIAL EDUCATION caters to children ages 18 months to 21 years with Language Delay, Attention Deficit Disorder, Specific Learning Disabilities, Mild Development Delay, and Autism/Asperger Syndrome. This center is certified by the U.S. Department of defense Dependent Schools and follows an approved U.S. curriculum and individual education.

## INTERNATIONAL COMMUNITY SCHOOL, SINGAPORE

(<http://www.nics.org/singapore/>) Uses an American based curriculum, offers preschool (starting at age 4) through high school studies, and welcomes students of all races, nationalities and religions. It is a member of the Association of Christian Schools International (ACSI) and an approved candidate for accreditation with WASC.

**DRESS CODE:** All schools in Singapore have a dress code. The dress code for SAS consists of navy blue pants, shorts, skirts or culottes, and a white top with collars and short or long sleeves. School uniforms may be obtained at the school or designated clothing shops. For students in elementary grades (K-5) or high school (9-12), clothing may be purchased in the States, because no type of wording is required on them, with the exception of the physical education uniforms, which may be purchased at school or a clothing store. Children attending OFS must purchase their uniforms at the school store. To express their individuality, students do have an alternate dress day about twice per month.

**REGISTRATION:** Plan early! Let your sponsor know immediately the ages and current school grades of your children. Your sponsor can also put you in touch with the current military commands schools officer for any specific questions or contact the school directly via email.

**GUIDANCE AND COUNSELING:** Fully qualified, experienced guidance counselors are on campus at the Singapore American School to help students adapt to their new environment, assist students with their social and/or personal development and provide academic guidance. Other schools offer similar services as well.

**EXTRACURRICULAR ACTIVITIES:** The Singapore Community Action Council (SACAC) offers several sports programs for students grades K-12.

- |                    |                           |
|--------------------|---------------------------|
| * Cheerleading     | * Tackle or Flag Football |
| * Girls Soccer     | * Basketball              |
| * Baseball         | * Ponytail Baseball       |
| * Pee Wee Baseball | * Gymnastics              |
| * Fighting Fish    |                           |

SACAC's overall registration fee of S\$100 is waived for military families; however, you still must pay any fees associated with a specific sports program. Call SACAC for the details (65-363-6454) or fax (65-369-9757), [www.sacac.com/](http://www.sacac.com/).

Other programs available in Singapore include Girl Scouts (Daisies, Brownies, and juniors), and Cub Scouts. There are also several locations offering music, dance and art.

## **PRESCHOOLS**

There are several preschools in close proximity to the US Military's housing area in Singapore. Transportation is easily attainable at an extra cost and the schools require the children to wear a uniform. The United States Government sanctions no preschools and no subsidies are available for preschools overseas.

**Greentree Montessori Kindergarten** 45 Jalan Mata Ayer, Singapore 759130,  
Tel: 756-4382. This school follows the Montessori curriculum that is recognized worldwide.

**Sembawang Kindergarten** 10B Jalan Jeruju, Singapore 768443,  
Tel: 257-16168. This school follows it's own curriculum.

**PA Sembawang Child Care Center** 2125 Sembawang Road, Singapore 758528,  
Tel: 758-4184. Activities include ABC's, outdoor sand and water play, music, story-time, etc.

**Joy Educare** 579 Sembawang Place, Singapore 758427, Tel: 752-1170. Activities include ABC's, outdoor sand and water play, music, story-time, theme week, etc.

**A. M. P. Child Care and Development Center** Blk 173 Yishun Ave 7, #01-817, Singapore 760173, Tel: 759-5117. Activities include ABC's, outdoor sand and water play, music, story-time, etc.

**Alyson & Goofy Child Care Center** Blk 865 Yishun Street 81, #01-21, Singapore 760865, Tel: 758-5493. Activities include ABC's, outdoor sand and water play, music, story-time, etc.

**Ziggerzee Zest**, 851 Sembawang Road, Singapore, 758463, Tel: 759-9822. Activities include ABC's, outdoor play, music, Chinese, etc. See <http://www.learningvision.com/>

## **COLLEGES AND UNIVERSITIES**

While stationed in Singapore, you may wish to begin or continue with your post-secondary educational goals. There are several options that are available:

### **OVERSEAS COLLEGE ASSISTANCE**

For personnel with children wishing to attend a college or university within the United States, assistance is available through the United States Education Information Center run by the United States Foreign Mission. The information available includes

names and locations of educational institutions, minimum requirements, tuition and fees, housing etc...

**THE UNIVERSITY OF MARYLAND** ([www.umucad.org](http://www.umucad.org)): The mission of the Singapore Branch of the University of Maryland-Asian Division is to offer academic programs to the United States military community. While active duty personnel always have priority in the classes, all individuals who are DoD-sponsored are eligible to participate.

While living in Singapore, students may take classes leading to a certificate, an Associate of Arts Degree, a Bachelor of Arts Degree, or a Bachelor of Science Degree. Additionally, the University of Maryland will award up to 30 semester hours of credit by examination towards an associate degree, and up to 60 hours of credit toward a bachelor's degree provided there is no duplication of other academic credit. Examination may include the College Level Examination Program (CLEP) and USAFI/DANTES (Except for tests in speech or foreign languages). Active duty personnel are available for administering both the CLEP and DANTES examinations.

Even though Singapore has a relatively small American military community, the goal is to offer a minimum of four classes per term. With the emphasis being on basic "core" courses, Business and Management, and Computer Studies. An associate's degree could very possibly be obtained during your tour in Singapore. However, because of the limited number of classes offered, it could be difficult to obtain a bachelor's degree during a tour unless you had a substantial number of hours prior to arriving here.

Before deciding on a particular program of study, interests and abilities, future career plans, and the amount of time required to devote to college work should be considered. Professional advisors are available to assist in planning a college curriculum, and can easily be contacted through the Singapore Branch.

The Asian Division is meeting today's challenge of the changing needs of military communities, and experiments in new instructional systems are well under way. Here in Singapore, Maryland is in the process of establishing a new "Distance Education Program." Distance Education courses are technology-based and are designed for University of Maryland students whose duties, location, time, or other circumstances prohibit attendance at a regularly scheduled class. The "Distance" classes are accomplished through a computer network, and can, at your convenience, be completed anytime, 24 hours a day, at home or in your workplace.

Maryland enters its 39th year, ready and able to provide lifelong learning opportunities for American citizens serving their country abroad. The Singapore Branch proudly saluted its first graduates in May 1995, when bachelor's degrees were conferred on one active duty Air Force Master Sergeant and one active duty Navy Senior Chief Petty Officer.

The University of Maryland employs a full-time field representative in Singapore. The representative's address is PSC 470, Box 2350, FPO AP 96534-2350. The office phone is 011-65-750-2306 or DSN 325-2306, and the fax is 011-65-750-2319.

**AMERICAN COLLEGE:** The American College offers a one (1) or two (2) program that, upon completion, can then be transferred to a college or university within the United States. American College currently offers an Associates of Arts (AA) program and is affiliated with the Broward County College located in Florida. A full degree program is also offered through the University of Ohio at Akron via correspondence.

Location: 12 Prince Edward Rd  
            #01 – 03 podium A  
            Bestway Bldg.  
            079212  
Tel: (65) 223-4566  
Fax: (65) 223-4533  
E-Mail: [amercoll@pacific.net.sg](mailto:amercoll@pacific.net.sg)  
Web Site: <http://home.pacific.net.sg/~amercoll>

**INFORMATICS COMPUTER SCHOOL:** Informatics Computer School offers a Master of Science Degree program in Software Engineering and Computer Science. This school is affiliated with Andrews University in Michigan and Oklahoma City University.

Location: 11 Orchard Rd.  
            #81-01  
            229233  
Tel: (65) 338-5666  
Fax: (65) 339-5674  
Web Site: <http://www.informatics.com.sg>

**INTERNATIONAL CORRESPONDENCE SCHOOLS:** The International Correspondence Schools (ICS) offer self-paced home study courses through correspondence. Currently affiliated with Roger Williams University in Bristol, Rhode Island, this school offers Bachelor of Science degrees in Business Management, Public Administration, Industrial Technology or Mechanical Engineering. In addition, ICS Center for Degree Studies authorized by the Pennsylvania Department of Education to award Associate degrees in Specialized Business, Accounting Applied Computer Science, Hospitality Management, Business Management etc...

Location: The Regents Institute  
            71 Robinson Rd.  
            #05-02  
            068895  
Tel: (65) 220-4174  
Fax: (65) 225-6324

**SINGAPORE INSTITUTE OF MANAGEMENT (SIM):** Singapore Institute of Management offers a Master of Arts in Education and is affiliated with George

Washington University and is Specifically scheduled to accommodate working professionals.

Location: 41 Namly Ave.

267616

Tel: (65) 468-8866

Fax: (65) 468-0779

Web Site: <http://www.sim.ac.sg/>

## RELIGIOUS PROGRAMS

A chaplain is available to help you with spiritual and personal needs. The Chaplain's office is located just inside the COMLOG WESTPAC entrance of Bldg. 7-4. To schedule an appointment, either stop by the office or call 750-2492 or 750-2361. Office hours are 0800 - 1700, Monday through Friday. The chaplain can also be reached by pager after office hours, 9-415-6578. The following services are provided on Sundays at the St. Andrew Military Community Chapel (K on the map):

PROTESTANT Worship Services: 9:30 a.m. (Holy Communion on 1st Sunday of the month)

ROMAN CATHOLIC Mass: 11 a.m.

ANGLICAN Service: 1:30 p.m.

There is also Children's Church every Sunday during Protestant Worship Service and a Women's Bible Study meets every Wednesday afternoon.

In addition to the military community services provided, there are an abundant variety of religious services available within the Singapore community. Information on the various faiths can be obtained at the Chaplains office. These include:

- |                      |                           |
|----------------------|---------------------------|
| 1. Anglican          | 6. Lutheran               |
| 2. Assemblies of God | 7. Methodist              |
| 3. Baptist           | 8. Muslim                 |
| 4. Buddhist          | 9. Presbyterian           |
| 5. Jewish            | 10. Seventh Day Adventist |

The Chaplain, the Religious Program Specialist and the Chapel congregation welcome you and stand ready to assist you in your transition into the Sembawang Military Community!



# HOOKING UP YOUR PHONE

Singapore Telephone (SINGTEL) provides all normal telephone services to personal residences in Singapore. There is normally a S\$500.00 fee for turning this service on in the home. However, under the Memorandum of Understanding between the U.S. and Singapore governments, this fee is waived when the individual presents a letter from USCINCPACREP requesting the waiver. This letter can be obtained by letting your administration department know you need a telephone. The letter will be drafted and sent to the USCINCPACREP for signature and then returned to you. Take this letter with you to any SINGTEL Customer Service Center when you intend to request telephone services.

Telephone services cannot be requested until you know which housing unit you will be assigned and when you will move in. It normally takes 3-5 days for the service to be connected. Take the time out during your pre-inspection of housing to determine the number and location of telephone junction boxes. Most homes already have at least 2 junction boxes installed. If you require more junction boxes, SINGTEL will charge an additional fee for installation. Because of frequent lightning strikes, a number of people have experienced the complete loss of their telephone units. You may want to purchase a locally produced telephone rather than a stateside unit. Locally produced telephones cost anywhere between S\$50.00 and S\$100.00 for the typical standard telephone. Nicer units and cellular phones can range between S\$100.00 and S\$400.00 depending on make and model.

Two to four days prior to your confirmed move-in date, take the USCINCPACREP waiver letter and proceed to a SINGTEL office or designated outlet. Most Singapore Post Offices will process the phone hook-up request. The closest post office is near Northpoint Mall. If you take bus #169, the office is behind the Northpoint/Yishun bus interchange (big red sign with white letters – “Singapore Post”). If you are at Northpoint, continue to walk down (South) Yishun Avenue 2 away from Sembawang and you’ll see the office on your left in the line of shops. **Note: The Post Office is open late on Wednesdays for those wishing to go after normal working hours.**

Obtain a form and service number from the representative at the office and fill out the form. Give this person your letter of exemption. They will also ask for your passport (to ensure you are a legal resident each passport contains a VIN# stamped inside – this number shows that you are legally in Singapore). Once the form is completed, the Customer Service Representative will tell you your phone number and when it will be activated. They will also issue you a receipt and directions to obtain a Singapore Telephone book. The S\$42.00 initialization fee will be included on your first telephone bill in addition to the normal \$20.00 monthly telephone service fee. The initialization rate is higher if you are looking for priority hook-up.

# TELEVISION, RADIO, NEWSPAPERS & THE INTERNET

**TELEVISION AND CABLE:** The Sembawang Military Community receives four channels from the Armed Forces Radio & Television Service (AFRTS) satellite. These channels are provided to all DoD facilities via cable. AFN Pacific and AFN Atlantic offer programming that includes sitcoms, dramas, sports and news. NewSports shows primarily news and live or video delayed sporting events. Spectrum shows a variety of children's programming, movies and educational programming. Additionally, an electronic Community Bulletin Board is operated on one channel (with AFRTS Country in the background) and another shows a bulletin board (with AFRTS Jamz) during the day and then airs movies from the Navy's Motion Picture Service at 4, 6, 8 and 10 p.m. daily, with midnight movies on Friday and Saturday. The current channel arrangement for the cable is as follows, but may vary if you autotune your TV/VCR:

Singapore Central – 2 (Kids programming during the day, Tamil-language in prime time, and cultural programming in English late-night)

AFN Atlantic – Channel 3

Community Bulletin Board – Channel 4

Singapore 5 – Channel 5 (variety programming, all English)

Channel News Asia - Channel 6 (CNN equivalent for Asia)

AFRTS National Public Radio (audio only) – AFRTS Preview - Channel 7

AFN Pacific – Channel 8

AFRTS Spectrum – Channel 9

Singapore Sports City – Channel 10 (soccer, basketball, golf, etc.)

Movie Channel – Channel 11

AFRTS Newsports – Channel 12

Singapore UTV – English variety – Channel 13

The cable system works on normal U.S. televisions (NTSC) and multi-system TVs. Keep in mind that the local electrical supply is 220v at 50Hz. Most multisystem televisions are dual voltage; however, single system TVs from the U.S. are 110v and 60Hz and you will have to use a transformer with them. Transformers and electrical power in Singapore are addressed in the Housing Section of this package.

The military community is NOT currently hooked into the Singapore cable system, which offers CNN International, ESPN International and HBO. At this time, costs for starting the service are prohibitive and some technical difficulties exist on the compatibility between the U.S. system (NTSC) and the Singapore system (PAL), but this issue will continue to be reviewed to ensure the community is receiving the best possible television programming.

**The Basic Operating Support Contractor provides service for the military's cable system. If you are experiencing problems, you should call 750-2609 (during the day)** Service calls on cable are treated like other maintenance calls, and you probably won't receive "emergency" service unless the entire system is down.

**NEWSPAPERS:** Pacific Stars & Stripes is available at the Navy Exchange but is usually a couple of days old. You may wish to subscribe to *The Straits Times* (Singapore's national newspaper), *The International Herald Tribune* (which primarily uses articles from the *New York Times* and the *Washington Post*), or *USA Today*. For inquiries, call the following numbers:\n*Straits Times* 1800-749-2577 or <http://www.ecomz.com/stoppress/>\n*International Herald Tribune* 325-0835\n*USA Today* 297-2933

**INTERNET PROVIDERS:** Once you are in permanent quarters and have your phone hooked up, you may wish to get "on-line." A number of Internet service providers are available for your home and many people find e-mail a particularly economical way to stay in touch with family and friends back in the States. If desired, you can pay for an additional phone line to be installed in your permanent quarters.

Cyberway \* Tel: 1-800-843-4800  
Web site: <http://www.cyberway.com.sg>

Pacific Internet \* Tel: 1-800-872-1455  
Web site: <http://www.pacific.net.sg>

Singnet \* Tel: 838-3899  
Web site: <http://www.singnet.com.sg/>

# WHERE TO EXERCISE

**FLEET GYM:** The Fleet Gym (C on the map) is run by Navy MWR and is open to all. There is an indoor basketball court, two air-conditioned racquetball courts, an indoor tennis court, air-conditioned cardio equipment room, and two free weight rooms. Nautilus equipment and additional cardio equipment is available in a non-air conditioned section of the gym. Part of the gym is open 0645 - 2100, and the air conditioned areas are open from 9 to 9 daily. The fleet gym offers free aerobics classes daily.

**THE FITNESS CENTER:** The Fitness Center (J on the map), run by USAF Services, is air-conditioned and open to all U.S. military and dependents. There is up-to-date Cybex equipment, stationary cycles, stairmasters, treadmills and free weights. Hours are from 6 a.m. to 10 p.m. daily.

Recreational equipment can be signed out from the Fitness Center during normal operating hours. The following items can be signed out at no charge:

Ice Chests	Water coolers
Tennis Rackets and balls	Softball gloves, bats, and balls
Basketballs	Street hockey gear
Executive Golf Clubs	Bicycles

Golf opportunities are also available. Please enquire at 754-4126 for details.

**SEMBAWANG COUNTRY CLUB:** This is the nearest golf course and you can check out a card from the Fitness Center and receive reduced rates for your round of golf. Each player must have a card and since there is a limited number of cards available, you should reserve a card at least a day in advance.

**PLAYGROUNDS:** There are two playgrounds located within Sembawang Place. One is in the center of Lagos Circle and the other is on Wellington Road.

**SEMBAWANG PARK:** A very nice park is located past the Admiralty Road East turn off on Sembawang Road. It's an easy walk if you go up Queen's Avenue off of Admiralty Rd. E. (2 roads closer to Sembawang than the turn off to the PSA at Deptford Road). This park has picnic tables, a large playground, and bicycles for hire. It is adjacent to the Straits of Johor and is well worth exploring.

# **JOBS FOR FAMILY MEMBERS**

If family members are interested in working on the local economy, they must obtain work permits from the Singapore Government. Contact your personnel or administrative office to acquire “How to Seek Employment in Singapore,” a leaflet which will assist in finding local employment. Some job opportunities with the U.S. Government, Navy Exchange, Navy Federal Credit Union, and Navy MWR and AF Services are available. Job opening notices are posted on bulletin boards, with requirements and locations of where to apply.

Additionally, the Career Resource Center for Expatriates (CRCE) is available to assist spouses in exploring employment opportunities here. The CRCE is funded by the American Association of Singapore, a civic organization for the American community living here. CRCE is also supported by the U.S. Embassy and the American Chamber of Commerce.

The goal of the CRCE is to act as a filter for information on immigration laws, business registration, and educational and career opportunities. They are not an employment agency; they intend to be a resource for the expatriate and business communities. The CRCE maintains a database of individuals seeking employment. If you register your resume with them, they will keep you posted on any position that fits your background and experience. CRCE also has business directories, wage reports and career reference books for your use. They host a monthly networking session for individuals seeking employment opportunities to share their experiences.

For more information on this, call the CRCE Executive Director, at (65) 733-4257 or check out <http://www.aasingapore.com/crce.htm>

# MISCELLANEOUS INFORMATION

**U. S. NAVY FLEET POST OFFICE:** The Military Community Post Office is located within Building 7-4 in the PSA Terminal and is manned by Navy Postal Clerks. It is conveniently located next to the Navy Exchange and the Navy Federal Credit Union. Mail services provided by the U.S. Navy include all services found at stateside post offices, from Postal Money Orders to buying stamps. They do not have the following services, COD, mailing boxes or padded envelopes. Though foreign currency is not accepted, personal checks may be written for the amount of purchase for purchases of \$5.00 or more. An added benefit is the ability to mail packages, within postal regulations, to other REGIONAL MILITARY post offices/bases via the Military Postal System (MPS). MPS is free of charge as long as guidelines are followed.

Letter mail generally takes between 6-8 days to reach Singapore from CONUS, and the same holds true for letter mail to CONUS. Packages mailed to CONUS must go through Customs at the Gateway and can take 10-14 days for Priority mail delivery and 2-3 weeks for standard (SAM) mail delivery.

**PERSONNEL SERVICES:** The Customer Service Desk, a branch of the Personnel Support Detachment, Diego Garcia, is located in Building 7-4 in the PSA Terminal near the NRCC Singapore offices. This facility provides pay and transportation services to U.S. Navy and other DoD sponsored personnel assigned to Singapore, to those transiting through, or to those visiting Singapore on SEVENTH FLT ships. A Duty Officer is assigned to provide after-hour services on an emergency basis.

**U.S. BANKING FACILITIES:** There is a Navy Federal Credit Union Member Service Center at the Sembawang location. It can provide you with such services as account inquiries, money transfers, ATM Cards, drafts, money certificates, IRA products, loan and VISA processing. Membership is open to those military and DoD personnel stationed in Singapore. It is a "**NO CASH**" facility.

**CHECK CASHING:** The U.S. Navy operates a "Cash Cage" where you can cash your U.S. checks & NFCU drafts up to \$2000.00 per day and exchange money

**SINGAPORE BANKING FACILITIES:** You may find it necessary to open a local account at a local banking institution in Singapore. Check out the institutions for their specific services. There is a minimum balance required to keep the accounts open, and these vary among institutions. When opening a local account, we advise that you take at least S\$500 Singapore dollars and your **PASSPORT** is a must. Most institutions will accept a U.S. check, but it will take 3-6 weeks to clear and there will be a fee for this service.

ATMs are available throughout the island. The service charges vary with each ATM, and balances are in Singapore Dollars **not** U.S. Dollars.

**NAVY EXCHANGE:** The U.S. Navy Exchange (NEX) system operates a 7000 square foot store located in Building 7-4 with the other commands at Sembawang. The

customer-friendly employees are more than willing to assist you in whatever questions you have.

Their range of line items includes household cleaning supplies, toys, and toiletries to chilled and frozen foods. You will be able to purchase the necessities. Specialty items for your favorite recipes or special hair care needs or make-up lines should have been purchased and shipped with your household goods. Movie rentals are available. Recent releases are always available as two shipments are received per month.

The NEX will process special orders for goods from their Japan operation, delivery can take up to 6 weeks. The Navy Retail Store also cashes checks for \$20.00 over the amount of purchase. It accepts Singapore or U.S. dollars, credit cards, and STAR cards. Prices are in U.S.D. The current hours of operation are Monday - Saturday, 0930 to 1730 hours, and open 'till 1900 on Thursdays. It is closed on Sundays and public holidays.

**MILITARY CLOTHING SALES STORE:** There is no Military Clothing Sales Store. You can order items through the military clothing sales catalogue or on-line (suggest you bring a current one with you) and there are tailors capable of making uniform items.

**HAIR AND NAIL CARE:** There is a contractor barber holding a stall immediately outside the NEX. There is also a unisex salon is located elsewhere in Building 7-4. Two sisters, Kim and Shirley, run the shop, and provide both male and female hair care at extremely reasonable prices—comparable to economical shops in the states. Additional hair care facilities can be found in Sembawang Shopping Center, Northpoint Shopping Center, Holland Village as well as many others throughout the island. Prices vary from moderate to very expensive.

Kim and Shirley also provide the basic manicure and pedicure by appointment. If you maintain artificial nails, you may want to visit Bellisima's. Prices are moderately more expensive than at beauty shops in the states.

**DRY CLEANING:** Dry cleaning in Singapore is reasonable. You may drop your items off at the hair care salon, also the dry cleaners, otherwise known as Kim and Shirley's (750-2315), at Building 7-4.

**VIDEOCASSETTES:** Movies are available on videocassette for rental and purchase through the Navy Exchange. The Sling Inn (TLF) also offers a variety of videocassettes for rental free of charge.